CAYUCOS SANITARY DISTRICT
200 Ash Ave.
P.O. Box 333, Cayucos, California 93430
(805) 995-3290

GOVERNING BOARD
R. Enns, President
D. Chivens, Vice President
S. Lyon, Director
M. Foster, Director
D. Lloyd, Director

BOARD OF DIRECTORS
SPECIAL MEETING AGENDA
TUESDAY MARCH 5, 2013 AT 10:00 AM
200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430

1. ESTABLISH QUORUM AND CALL TO ORDER

2. PUBLIC COMMENTS:
   Members of the public wishing to address the Board on any item described in this Notice may do so when recognized by the Board President.

3. DISCUSSION OF DRAFT NEWSLETTER ARTICLES FOR THE SPRING/SUMMER 2013 PRINTING

4. DISCUSSION AND CONSIDERATION OF DRAFT LETTER TO STATE LEGISLATORS

5. DISCUSSION AND CONSIDERATION OF APPROVAL OF CONSULTANT SERVICES AGREEMENT WITH WATER SYSTEMS CONSULTING, INC.

6. DISCUSSION AND BOARD INPUT REGARDING CONCEPTUAL ALTERNATIVES ANALYSIS

7. CONSIDERATION OF ESTABLISHING AN AD-HOC COMMITTEE FOR CONCEPTUAL ALTERNATIVES ANALYSIS

8. ADJOURNMENT

NOTICE OF POSTING:

DATE:

TIME:

PLACE: 200 Ash Ave., Cayucos, CA

BY: _____
Anita Rebich, Clerk of the Board

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This agenda was prepared and posted pursuant to Government Code Section 54954.2. The agenda can be accessed and downloaded from the District's website at www.cayucossd.org/

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All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the District's office and are available for public inspection and reproduction at cost. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disability Act. To make a request for disability-related modification or accommodation, contact the District at 805-995-3290 as soon as possible and at least 48 hours prior to the meeting date.

Agenda Item #3
3/5/2013

Draft Newsletter Articles for Spring/Summer 2013

Capital Improvement Projects

Several of the Capital Projects budgeted for the 2012/2013 fiscal year, have been completed. For Operations and Maintenance, the District has replaced the 1954 era sewer mains and manholes along B Street. These mains and manholes were identified as a source of inflow and infiltration in a 2011 video study. At times the inflow was estimated to be approaching 30 gallons per minute immediately following a rain event. Flow meters have been installed and throughout this winter, will record the flow data during rain events. This will help quantify the effectiveness of this type of project and its usefulness in other parts of the District. For our Administrative offices, the District has installed a server based computer system and is in the process of replacing the old billing program with a more widely used, industry standard program. Both of these projects will greatly increase the efficiency of District.

A Message from the Board

District Financial Update

The Cayucos Sanitary District 2011-12 financial audit report was completed by Moss, Levy & Hartzheim and accepted by the CSD Board on 12/13/2012. The District continues to be financially stable and remains diligent in its efforts to cut expenses without compromising safety and service. The District was able to decrease its operating expenses by 7% from prior FY 10-11.

WWTP – Where Do We Go From Here?

As many of you may know, on January 10th, 2013, the California Coastal Commission denied the Coastal Development Permit for the upgrade of the existing Wastewater treatment plant. Their findings addressed the inappropriateness of the existing site with respect to sea level rise, Tsunami inundation, 100-year flooding, visual issues and other significant impacts. February 14th, Valentine's Day, was the first chance for the City Council and the District Board, aka "JPA", to meet and discuss "Where do we go from here?"

After hearing several business items, discussion focused on the future collaboration of the JPA. Each member of the Council and Board expressed interest in a collaborative effort of some type. While both parties agreed in the need to move forward, the Board respectfully proposed that the District should take the time to reexamine and further define the needs of the Cayucos Community. The District acted on this at their February 21st Board meeting by directing District staff to proceed with an independent study.

Did you know?

- Our habits around the home greatly increase the cost of treating our wastewater. Any item we flush down the toilet or dispose of down the sink must be processed. A wide range of plastic products, dental floss, rags, paper towels, disposable wipes, kitty litter, cosmetic products and pharmaceuticals are wrongly flushed. Garbage in the form of vegetable peelings, food scraps, coffee grounds, cooking oils, grease, paints and household cleaners are wrongly disposed of down the sink. All these items are habitually easier to dispose of quickly instead of putting in a trash bag, composting or recycling. All these items clog sewer mains and pumps and have to be removed during the treatment process which costs additional money in manpower, equipment maintenance and energy. So please remember only human waste should be flushed and all garbage should be disposed of properly through curbside pickup, composting or recycling.
- The District provides additional recycling options such as a drop off for used batteries and fluorescent tubes. The District also encourages conservation efforts by providing funding for the Mutt Mitts program and the Cayucos Elementary School Wastebusters program.

Upcoming Events

Mar 8-10	Cayucos Sea Glass Festival, Cayucos Pier
Mar 16	Cayucos Seaside Rotary 5th Annual Fundraiser Masquerade Ball, Vet's Hall
	Cayucos Cellars Zinfandel Party, Borradori Garage
Mar 30	Cayucos Easter Egg Hunt, Hardie Park
May 5	Antique Street Faire, Downtown Ocean Ave
May 25	May Madness Fundraiser for 4th of July Fireworks, Vet's Hall
May 25-27	Antique Gas & Steam Engine Show, Ocean Ave & D St
	Peddler's Faire, Cayucos Creek Lot
May 27	Memorial Day Service at the Pier
July 4	4th of July Parade, Sand Sculpture Contest, BBQ, Bingo & Fireworks off the Pier
	Peddler's Faire
July 20-21	89th Annual Portuguese Celebration

Agenda Item #4
3/5/2013

CAYUCOS SANITARY DISTRICT

To: Board of Directors

FROM: Rick Koon, Interim District Manager

DATE: March 1, 2013

SUBJECT: Discussion and Consideration of Draft Letter to State Legislators

DISCUSSION:

The City of Morro Bay requests that the District join in sending a letter to our State legislators requesting their help in identifying funding sources for the new Wastewater Treatment Plant Project. The City's draft letter is attached.

RECOMMENDATION:

It is recommended that the Board review the draft letter and provide direction to staff.

ATTACHMENT:

Draft letter to State legislators

City of Morro Bay

Morro Bay, CA 93442
(805) 772-6200

February 27, 2013

Senator _____
_____
_____

Dear Senator_____

The City of Morro Bay (and Cayucos Sanitary District) is (are) embarking on a new and exciting path replacing our aging Waste Water Treatment Plant. As a result of significant coastal hazards and at the direction of the California Coastal Commission, we will be moving the plant from its existing location, near the beach, to another more inland location that has yet to be determined.

We are writing as a proactive measure to alert you and your office to this project and to also let you know that we will likely be seeking additional funding for this large public infrastructure project. This endeavor will likely be the most expensive project the City of Morro Bay will undertake and we anticipate needing grants, and/or low interest loans to develop and construct the plant, enabling the rate increases to the Morro Bay residents be kept at a palatable level.

As we continue to make progress with this project, we will keep you and your office informed and we appreciate you putting the City of Morro Bay on your "radar screen" for any funding opportunities that may be available or become available in the near future. Thank you; the City of Morro Bay and its residents sincerely appreciate any help that you may be able to provide.

Sincerely,

Jamie L. Irons	George League	Christine Johnson	Nancy Johnson	Noah Smukler
Mayor	Vice Mayor	Councilmember	Council Member	Councilmember

ADMINISTRATION	ADMINISTRATIVE SERVICES	FIRE DEPT.	PUBLIC SERVICES
595 Harbor Street	595 Harbor Street	715 Harbor Street	955 Shasta Avenue
HARBOR DEPT.	**CITY ATTORNEY**	**POLICE DEPT.**	**RECREATION & PARKS**
1275 Embarcadero Road	595 Harbor Street	850 Morro Bay Boulevard	1001 Kennedy Way

Agenda Item #5
3/5/2013

CAYUCOS SANITARY DISTRICT

To: Board of Directors

FROM: Rick Koon, Interim District Manager

DATE: March 1, 2013

SUBJECT: Discussion and Consideration of Approval of Consultant Services Agreement with Water Systems Consulting, Inc. ("WSC")

DISCUSSION:

At the February Board meeting much discussion took place on how best to proceed with a conceptual alternatives analysis. The Staff recommendation at that time was for the Board to approve a $20,000.00 increase to the 2012/2013 special projects budget and to retain the engineering consultant WSC to work with the Board to develop the scope of work for the conceptual alternatives analysis. While Board discussion centered on the merits of hiring WSC, the final motion and subsequent approval was only for the budget increase.

RECOMMENDATION:

Staff recommends approval of a consulting services agreement with WSC, and authorization for the Board President to execute the agreement.

ATTACHMENTS:

None.

Agenda Item #7
3/5/2013

CAYUCOS SANITARY DISTRICT

To: Board of Directors

FROM: Rick Koon, Interim District Manager

DATE: March 1, 2013

SUBJECT: Consideration of Establishing an Ad-Hoc Committee for Conceptual Alternatives Analysis

DISCUSSION:

It is important that the District move forward expeditiously with the conceptual alternatives analysis in order to quickly identify viable options for wastewater treatment and to show meaningful progress in meeting the expectations of the RWQCB. The creation of an Ad-Hoc Committee to work with staff and the consultant will greatly assist in the timely completion of the analysis by providing continuous Board Member involvement, with flexibility in scheduling. The Ad-Hoc Committee will provide the full Board with regular oral reports on the progress of the conceptual alternatives analysis.

RECOMMENDATION:

Staff recommends the Board establish an Ad-Hoc Committee to work with staff and the consultant.

ATTACHMENTS:

None.